

## Greenhouse Gas Reduction Projects Advisory Body

May 5, 2010

10:30am – 12:30pm

### Meeting Minutes

✓	Bob Masten - Citizen	✓	Chad Tolman – Environmental Advocate
✓	Brenna Goggin - DNS	✓	Crystal Nagyiski - DNREC
✓	Philip Cherry - DNREC	✓	Jeff Stone -DEDO
✓	Michael Sheehy – Public Advocate Office	✓	Kimberly Schlichting- DEMEC
✓	Michael Mulrooney – State Legislature	✓	Jim Mitchell – Farm Bureau
✓	Ali Mirzakhali - DNREC		

Others present:

Kate Hackett

Peggy Schultz

### Meeting Agenda

- Kickoff and Introductions – Collin O’Mara, DNREC Secretary
- Develop RFP, address questions – led by Phil Cherry
- Deliverables- Crystal Nagyiski
- Public Comments

### Deliverables (Name in bold = Action Item)

- **DNREC** will develop GHG Reduction Projects RFP based on advisory body’s discussion and suggestions during the meeting.
- **Chad Tolman** will draft a recusal process for the Advisory Body for review and approval.
- **Phil Cherry** will provide the Advisory Body with a table of RGGI auction dates and revenue.
- **DNREC** will set up an GHG Reduction Projects webpage where all relevant information (RFP, meeting minutes, awarded projects, final reports, etc) will be posted.
- The group will decide on and approve recusal procedures prior to release of the RFP.

### Minutes

The following reflects discussion topics of the May 5, 2010 GHG Reduction Projects Advisory Body meeting.

#### I. Kickoff and Introductions

- Collin O’Mara, DNREC’s Secretary, opened the meeting expressing his excitement about the possibility of receiving innovative projects from this RFP. He also expressed his desire to grant projects that provide large GHG reductions and educational opportunities for the state.

- Everyone in the room introduced themselves.
- Phil Cherry discussed the process for the advisory body and specifically the strategy that the body, while helping DNREC to think through the details of the RFP in this brainstorming session, would not be in a position to actually approve the RFP, thereby potentially posing a conflict for members who might want to propose a project under the RFP

## II. Develop RFP by addressing questions – Phil Cherry

- The advisory body discussed the thirteen questions that were provided to them before the meeting regarding the content and structure of the RFP. DNREC will use the advisory body's answers to develop the GHG Reductions Projects RFP.
- There was discussion concerning a completeness review of project proposals before they are brought to the advisory body for ranking. All agreed a completeness review was needed, but all also agreed they wanted to see all projects – and that DNREC should not attempt to prioritize or triage them (beyond completeness review).
- Agreement that some applicants may be asked to come and present to the group – in situations where the group thought it would add value – or where there were questions concerning applications.
- It was agreed that the eligible projects would be divided into two categories (direct vs indirect emission reductions) and award amounts would be divided up between these categories – with the option of moving between categories given the submissions.
- Brenna Goggin suggested that DNREC review RPAC, CWAC and CIAC grant guidelines to assist with drafting the GHG RFP.
- There was a discussion on grant period and determining if the project is completed by the grant period. DNREC will address this in the RFP.
- It was agreed that there would be no exclusions on eligible entities to apply for grant funds.
- Avoided emissions was discussed. The group agreed to allow avoided emissions projects.
- Phil indicated the funding for this program should last at least through FY 2011 averaging an estimated \$1M per year.

## III. Public Comments

- Kate Hackett and Peggy Schultz attended the meeting from the public. They contributed to the discussion throughout the meeting

## **Next Meeting**

The next meeting will be held after grant proposals have been received by DNREC. The meeting will be scheduled on a Wednesday. DNREC will provide members with a copy of the RFP as soon as it goes out.